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**SUBMIT DIRECTLY TO THE OFFICE OF PUBLIC RECORDS IN 232 HART BUILDING**

**Description/Title of Attached Forms:** Private Sponsor Travel Certification Form and Invitation

Updating submission, as I mistakenly submitted the incorrect versions.

(Date)

Muthu Perumal  
(Signature of Traveler)

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9. **USE ONLY IF YOU CHECKED QUESTION 6(B)**

I *certify* that if the sponsor or sponsors retain or employ one or more registered lobbyists or agents of a foreign principal, one of the following scenarios applies:

☐ (A) The trip is for attendance or participation in a one-day event (exclusive of travel time and one overnight stay) and no registered lobbyists or agents of a foreign principal will accompany the Member, officer, or employee *on any segment* of the trip.

– OR –

☐ (B) The trip is for attendance or participation in a one-day event (exclusive of travel time and two overnight stays) and no registered lobbyists or agents of a foreign principal will accompany the Member, officer, or employee *on any segment* of the trip (*see questions 6 and 10*).

– OR –

☒ (C) The trip is being sponsored only by an organization or organizations designated under § 501(c)(3) of the Internal Revenue Code of 1986 and no registered lobbyists or agents of a foreign principal will accompany the Member, officer, or employee *at any point* throughout the trip.

10. **USE ONLY IF YOU CHECKED QUESTION 9(B)**

If the trip includes two overnight stays, please explain why the second night is practically required for Senate invitees to participate in the travel:

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11. ☒ An itinerary for the trip is attached to this form. I *certify* that the attached itinerary is a detailed (hour-by-hour), complete, and final itinerary for the trip.

12. Briefly describe the role of each sponsor in organizing and conducting the trip:

Stanford University solely planned all aspects of the trip including topics discussed, travel/accommodation logistics, and required paperwork. Stanford staff will also be responsible for traveling with Congressional staff and managing logistics for the duration of the trip.

13. Briefly describe the stated mission of each sponsor and how the purpose of the trip relates to that mission:

Stanford University is a 501(C)3 institution of higher education that seeks to promote the public welfare by exercising an influence in behalf of humanity and civilization, through teaching and rigorous scholarship.

14. Briefly describe each sponsor's prior history of sponsoring congressional trips:

Stanford University has sponsored several trips for Congressional staff. Specifically, this is the fourth Cyber Boot Camp for Congressional staff organized by Stanford. The most recent one was August 2017 and had a similar format to this trip.

15. Briefly describe the educational activities performed by each sponsor (other than sponsoring congressional trips):

Stanford University regularly sponsors policy panels and roundtables for think tank scholars, journalists,

Congressional staff, Executive branch officials, academics and members of the public. Additionally

Stanford educates numerous undergrad and graduate students within the university.

16. Total Expenses for Each Participant:

	Transportation Expenses	Lodging Expenses	Meal Expenses	Other Expenses
<input checked="" type="checkbox"/> Good Faith estimate	\$599.45 Round trip airfare	\$600 (\$200/night)	\$218	None
<input type="checkbox"/> Actual Amounts	\$60 Ground transportation			
	\$659.45 Total			

17. State whether a) the trip involves an event that is arranged or organized *without regard* to congressional participation or b) the trip involves an event that is arranged or organized *specifically with regard* to congressional participation:.

The trip involves an event that is arranged/organized specifically with regard to Congressional staff participation.

18. Reason for selecting the location of the event or trip

In order to have a significant number of California-based faculty participate in the event, we are hosting it at the Stanford University campus.

19. Name and location of hotel or other lodging facility:

Schwab Residential Center, 680 Serra Street, Stanford CA 94305

20. Reason(s) for selecting hotel or other lodging facility:

The Schwab Residential Center is owned and operated by Stanford University. It is in close proximity to the events that compromise the program, and falls into the per diem guidelines.

21. Describe how the daily expenses for lodging, meals, and other expenses provided to trip participants compares to the maximum per diem rates for official Federal Government travel:

Lodging expenses are less than the federal per diem for Stanford, CA. Meal expenses are less than the federal per diem for Stanford, CA.

22. Describe the type and class of transportation being provided. Indicate whether coach, business-class or first class transportation will be provided. If first-class fare is being provided, please explain why first-class travel is necessary:

Stanford University will provide economy class round trip airfare between Washington, DC and San Francisco, CA, and ground transportation in California.

23. ☒ I represent that the travel expenses that will be paid for or reimbursed to Senate invitees do not include expenditures for recreational activities, alcohol, or entertainment (other than entertainment provided to all attendees as an integral part of the event, as permissible under Senate Rule 35).

24. List any entertainment that will be provided to, paid for, or reimbursed to Senate invitees and explain why the entertainment is an integral part of the event:

None

25. I hereby *certify* that the information contained herein is true, complete and correct. (For trips involving more than one sponsor, you *must* include a completed signature page for each additional sponsor):

**Signature of Travel Sponsor:**

Name and Title: Russell Ward, Senior Manager, External Affairs

**Name of Organization:** Stanford University

**Address:** 434 Galvez Mall, Stanford, CA 94305

Telephone Number: 202.760.3200

**Fax Number:** 202.760.3191

E-mail Address: rwald@stanford.edu

*(to be completed by each additional sponsor)*

I hereby *certify* that the information contained on pages 1-4 of the certification form and any accompanying addenda, all submitted in connection with the August 26-29, 2019 trip  
to Stanford University, Stanford, CA is true, complete, and correct.  
*Dates of Travel (Month Day, Year)*  
*Place of Travel*

**Signature of Travel Sponsor:**

Name and Title: Russell Wald, Senior Manager, External Affairs

Name of Organization: Stanford University

Address: 434 Galvez Mall, Stanford, CA 94305

Telephone Number: **202-760-3200**

**Fax Number:** 202-760-3191

E-mail Address: **rwald@stanford.edu**

Private Sponsor Certification – Additional Sponsor Signature Page



## AUGUST 26-29, 2019

Stanford Freeman Spogli Institute for International Studies


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**INSTITUTION**

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Dear Mr. Williams,


These sessions will challenge you to learn from and debate key philosophical and policy issues with some of the nation's leading thinkers and practitioners. As a participant you will receive round-trip airfare, ground transportation in California, housing on Stanford's campus, and those meals that are part of the program.

**To proceed, please confirm your agreement to attend by completing this form by the close of business on Monday, July 22nd. Due to ethics rules, to maintain your spot, it is imperative that you submit the proper paperwork. Please complete the paperwork provided and items listed below to your ethics committee for review by Wednesday, July 24th. Your submission packet must include:**

- Traveler Form (attached for you to fill out)
- Private Sponsor Certification Form (completed for you and attached)
- Syllabus
- List of Senate invitees
- Copy of this invitation letter

If you have any questions, do not hesitate to contact me ([rwald@stanford.edu](mailto:rwald@stanford.edu)). Thank you in advance for your prompt response so we can ensure your seat in the boot camp. We look forward to and expect an excellent program.

Sincerely,

  
Russell C. Wald

**Russell C. Wald**  
Senior Manager, External Affairs  
Hoover Institution, Stanford University

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